



DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814

June 22, 1983

ALL-COUNTY INFORMATION NOTICE NO. 1-73-83

TO: ALL-COUNTY WELFARE DIRECTORS

ATTENTION: COUNTY QUALITY CONTROL STAFF

SUBJECT: UPDATE OF DEFINITION OF TECHNICAL ERRORS - AFDC

REFERENCE: I-72-81

The purpose of this letter is to provide a definition and current examples of "technical errors" as used in the determination of county error rates in the AFDC Program.

Following are examples of the kinds of technical errors which were deleted in determining "county error rates without technical errors" for the October 1981 - March 1982 review period. The list remains in effect for later periods, and will be modified as the need arises.

Definition of Technical Errors - Remains unchanged as follows:

For Quality Control purposes, technical errors are defined as errors occurring in cases where the grant paid to the FBU would have been correct if a required procedure had been completed. The amount of the error which falls into the technical error category may be all error dollars paid to the FBU, or only a portion of the error dollars paid depending on the circumstances causing the error(s). Only those error dollars paid as a result of the non-completion of a required paperwork procedure can be defined as technical error dollars. An error resulting from the client's refusal to cooperate cannot be considered a technical error.

Examples of Technical Errors

1. Deprivation related technical errors:

- (a) Incapacitated parent whose duration of incapacity has expired and who is no longer incapacitated, but who would qualify as an unemployed parent if he/she was registered with WIN or EDD-ES (element 142).

- (b) Absent parent who returns to the home without notifying the county welfare department, but who would qualify as an unemployed parent if he/she were registered with WIN or EDD-ES (element 143).
 - (c) Unemployed non-exempt parent who is not registered and/or certified with WIN or EDD-ES registered (element 144).
2. WIN or EDD-ES Registration related technical errors (element 150):
- (a) Mother or caretaker relative with child over six who is not registered with WIN;
 - (b) 16/17 year-old not regularly participating in full-time high school, or a vocational or technical program who is not otherwise exempt and is not registered with WIN;
 - (c) An individual who is no longer exempt under temporary illness or injury and is not WIN or EDD-ES registered;
 - (d) A U-parent who is no longer exempt due to incapacity, who is WIN registered but not WIN certified;
 - (e) An individual who is no longer exempt due to remoteness and is not registered with WIN or EDD-ES;
 - (f) An individual who is no longer exempt based on the care of another individual, and is not registered with WIN or EDD-ES;
 - (g) A mother or other female caretaker who is no longer exempt based on the father's WIN registration and is not WIN or EDD-ES registered;
 - (h) An individual who is deregistered by WIN or EDD-ES and the county is not notified that the individual has been deregistered.
3. Social Security Number related technical errors (element 181):
- (a) All enumeration errors except those which result from non-cooperation.
4. Essential persons related technical errors (element 520):
- (a) An unemployed stepparent who is included in the FBU as an essential person, but was not registered with EDD-ES, or has been deregistered by EDD-ES and the county is not notified that the individual has been deregistered.

Procedures for Documenting Errors on the QC Review Schedule - Remains unchanged as follows:

County QC must continue to report on the Review Schedule errors discovered in a

case review. Since the format of Section R of the QC Review Schedule only allows for the reporting of one payment error amount, Part III - Explanation of Case Errors, must be utilized to fully document all errors discovered during the QC review. The actual determination as to whether all error dollars or a portion of the error dollars reported in Section R are technical errors is the responsibility of the State Quality Control Bureau. This determination can only be based upon the written explanation of the error(s) contained in Part III of the Review Schedule. Therefore, the completeness of the explanation of the error(s) is critical to the technical error determinations.

Examples of appropriately documented errors are attached to assist counties in the error explanations. In Example 1, the amount of the technical error would be \$281 (\$305 - \$24). In the State QC process of deleting technical errors this case would be recoded to reflect a \$24 overpayment.

In Example 2, the entire amount of the overpayment (\$89) would be considered a technical error. In the State QC process of deleting technical errors, this case would be recoded to reflect "no error".

If you have any questions regarding these QC instructions, contact the appropriate Regional or District QC office responsible for your county.



HAROLD GILES
Acting Deputy Director
Audit and Review Division

cc: CWDA

Attachments: Example 1
Example 2

II. REVIEW SUMMARY

Position of case review (check one)

1. ☒ Review completed

2. ☐ Review not completed due to --

3. ☐ Moved out of State

4. ☐ Unable to locate

5. ☐ Unwilling to give information

6. ☐ Other (explain)

7. ☐ Not reviewed - listed in error

If code 1 is checked, complete remainder of Section II below. If any other code is checked, no further entries are required on this schedule.

8. Payment and type of error according to State policy:

(a) Payment (enter 4 digit number for each dollar amount)

Total amount: 0305 (49 50 51 52)

Amount in error (if none, enter 0000): 0305 (53 54 55 56)

(b) Error information (check one)

Amount correct: 1. ☐

Overpayment: 2. ☐

Underpayment: 3. ☐

Totally ineligible: 4. ☒

If this is an eligible case with a correct amount of payment, no further entries are required on this schedule.

(c) If overpayment, indicate number of -- (if none, enter 0)

Ineligible persons with Federal matching: 58

Other ineligible persons not included in recipient count for Federal matching: 59

9. Primary error resulting in ineligibility or payment status occurred -- (check one)

Before most recent action: 1. ☐

At time of most recent action: 2. ☐

Subsequent to most recent action: 3. ☒

(If item 3 is checked enter number of months between occurrence of error and most recent action): 08 (67 68)

10. Is there indication of willful misrepresentation of facts in this case? (check one)

1. ☐ Yes 2. ☒ No 3. ☐ Not applicable

11. Primary error -- element (or sub-element), nature, and type: (see instructions for applicable codes)

Element (or Sub-element): 150 (64 65 66)

Nature: 12 (67 68)

Agency or client type: 20 (69 70)

III. EXPLANATION OF CASE ERRORS

ELEMENTS (1)	NATURE OF ERROR (2)	MANUAL CITATION (3)
150	Only child turned 6 years old on 8/5/80. Agency failed to have mother register with WIN. Error discovered during case review.	42-625
323	\$24 O/P. Secondary error. Client report 26 days worked when she only worked 20 days. This caused transportation expenses to be overstated by \$24. Error discovered at home visit.	44-103.211

EXAMPLE 2

II. REVIEW SUMMARY

Position of case review (check one)

1. ☒ Review completed

2. ☐ Review not completed due to -

3. ☐ Moved out of State

4. ☐ Unable to locate

5. ☐ Unwilling to give information

6. ☐ Other (explain)

7. ☐ Not reviewed - listed in error

If code 1 is checked, complete remainder of Section II below. If any other code is checked, no further entries are required on this schedule.

A. Payment and type of error according to State policy:

(a) Payment (enter 4 digit number for each dollar amount)

Total amount: 0463 (49 80 91 92)

Amount in error (if none, enter 0000): 0089 (53 54 55 56)

(b) Error information (check one)

Amount correct: 1. ☐

Overpayment: 2. ☒

Underpayment: 3. ☐

Totally ineligible: 4. ☐

If this is an eligible case with a correct amount of payment, no further entries are required on this schedule.

(c) If overpayment, indicate number of - (if none, enter 0)

Ineligible persons with Federal matching: 1 (58)

Other ineligible persons not included in recipient count for Federal matching: 0 (59)

5. Primary error resulting in ineligibility or payment status occurred - (check one)

Before most recent action: 1. ☐

At time of most recent action: 2. ☐

Subsequent to most recent action: 3. ☒

If item 3 is checked enter number of months between occurrence of error and most recent action: 03 (61 62)

6. Is there indication of willful misrepresentation of facts in this case? (check one)

1. ☐ Yes 2. ☒ No 3. ☐ Not applicable

7. Primary error - element (or sub-element), nature, and type: (see instructions for applicable codes)

Element (or Sub-element): 181 (64 65 66)

Nature: 99 (67 68)

Agency or client type: 30 (69 70)

III. EXPLANATION OF CASE ERRORS

ELEMENTS (1)	NATURE OF ERROR (2)	MANUAL CITATION (3)
181	<p>Reinvestigation was completed in 9/80. Client told to apply for a Social Security Number for her youngest child. Client had not applied as of the review date. Agency did not contact the client 90 days after the reinvestigation to see if client had complied with request.</p> <p>Error discovered at home visit.</p>	<p>40-105.2</p> <p>H.V.</p>